



Waikato Secondary School Cross Country

Tauhara Park, Hamilton

WEDNESDAY 3RD JUNE 2026

Event Organiser:	Athletics Waikato & Bay of Plenty		
Event Name:	Waikato Secondary Schools Cross Country		
Venue:	Tauhara Park, Hamilton		
Contact Name:	Dianne Rodger	Email:	didave.rodger@slingshot.co.nz
Contact Number:	027 4596467		
Description of Event:	<p>This is a cross-country event held on Wednesday 3 June at Tauhara Park in Hamilton. There will be an estimated 180 competitors, plus approximately 30 adults/helpers</p> <p>The event features four individual races on the day: 1. Year 9 Girls/U16 Girls(3km), 2. Year 9 Boys (3km), 3. U16 Boys/U20 Girls (4km) and 4. U20 Boys (6km)</p>		
Anticipated Participants:	180	Anticipated Spectators:	30
Person in Charge of Event:	Dianne Rodger		
Risk Assessment completed by:	Dianne Rodger	Contact number:	027 4596467
Venue/Site Supervisor:	Dianne Rodger	Contact number:	027 4596467

Emergency Procedures & Incident Command System

All incidents must be reported to the Event Director (Dianne Rodger) 027 4596467 who will then cascade all information onto the required personal.

EMERGENCY STRATEGIES

Call 111

Emergency Procedure

Any accidents/ incidents and near misses will be recorded by event director

Evacuation Procedure

Evacuation may be required immediately in situations such as severe weather, fires, and earthquake or bomb threats or in coordination with community emergency response efforts for cyclones or approaching storms. The type of emergency will determine the evacuation procedure. The event organisers will directly communicate with event attendees. Depending on the emergency the race organisers may act under instruction from the Police, Fire Service or Civil Defence. Should representatives from these organisations arrive on site they may assume responsibility for communication and evacuation procedures.

Sheltering: Depending upon the type of incident, sheltering inside adjacent facilities (or parts of these facilities) may be the most appropriate protective action. Should this be required, all will be notified via the PA system and directed to follow procedures and report to their designated shelter areas within the facility.

Earthquake Response: Employ the Drop, Cover, Hold method. Try to find shelter away from buildings, trees and other things that could fall. After shaking has stopped head towards the start/finish area and await instructions.

De-Activation: When emergency conditions have dissipated or stabilized, and normal operations have resumed, a formal announcement will be disseminated.

Medical

First aid kits will be on site as will persons who are trained first aiders. Schools are also advised to bring their own first aid kits due to limited supplies.

Weather Policy

If the weather is not conducive to running the championship in a safety conscious manner the event will be temporarily suspended at the discretion of event director. The decision to proceed, alter or cancel the event will be made by the Event Director.

Health Advice

Everyone intending to take part should monitor their health and not come if they feel even slightly unwell, both for their own well-being and that of the other participants.

Name of Event: Waikato Secondary Schools Cross Country				
Date of Event	3 June 2026		Site Supervisor:	
Location of Event:	Tauhara Park Hamilton		Dianne Rodger	
Hazards	Persons Affected	Control / Actions	Risk	Responsibility
EQUIPMENT				
Erection of temporary structures causes an injury to contractor or member of the public.	Athletes Volunteers Spectators	Site supervisor/s to monitor the area and ensure that the public are not entering the work space.	MOD	Site Supervisor
Temporary infrastructure blows away and causes injury to person or equipment	Athletes Volunteers Spectators	Ensure that all Temporary infrastructures are adequately secured. Monitor weather conditions prior to and during the event.	MOD	Site Supervisor
ENVIRONMENT				
Ground conditions	Athletes Volunteers	Marshalls to inspect the ground prior to event starting and confirm with tournament director that the fields /course is safe for running.	LOW	Site Supervisor
Hard or sharp objects on the field causing injury	Athletes Volunteers	Marshalls to inspect the course prior to event starting and confirm with tournament director that the fields /course is safe for running.	LOW	Site Supervisor
Litter on site	Athletes Spectators Volunteers	Public waste bins on site. All attendees are instructed to remove their waste.	LOW	Site Supervisor
Weather Cold/wet/icy conditions	Athletes Spectators Volunteers	Awareness of appropriate clothing for weather conditions is worn. Temporary shelter provided in the form of marquees. Schools instructed to bring their own marquees for additional cover.	HIGH	Site Supervisor

PEOPLE				
Interference with Athletes/ Competitors during competition	Athletes Spectators Volunteers	Course clearly marked with flags and barrier tape. Spectators provided with specific places to cross course.	LOW	Site Supervisor
Medical Emergency	Athletes Spectators Volunteers	First aid kits at start area. Knowledge of location of Waikato Hospital. Emergency numbers to be call. In cases of serious injury.	MOD	Site Supervisor

Site MAP:

